

Lanesboro Public Utilities

Council Chambers

December 17, 2012

Member(s) Present: Evenson, O'Connor and Schuck

Absent:

Visitors: Jim Peterson, Jerod Wagner and Bobbie Vickerman

REGULAR MEETING: The meeting was called to order by Chairman Evenson. The agenda was approved with a motion by O'Connor, second by Schuck, motion carried. The minutes of the regular meeting, November 19, 2012, were approved with a motion by Schuck, second by O'Connor, motion carried.

PERSONS WITH BUSINESS BEFORE THE COMMISSION:

N/A

HOUSEKEEPING:

Paying of the Bills: O'Connor made motion to approve bills as presented and any additional ordinary bills may be paid per Public Utilities Director and City Administrator's discretion in between meetings, with the stipulation of Whitewater Wireless, noting that should be a City bill, second Evenson, motion carried.

Past Due Accounts: Accounts were reviewed and cut offs were asked to be made for those not following through with the Cold Weather Rule requirements.

Meter Update: With some changes to the capacitor banks it was noted that only about four or five of the new meters were not reading.

Water Update: Davy Engineering is working on the final report, noting that they are looking at land acquisition costs and water treatment options. Vickerman noted that it may be best to schedule a joint meeting once the numbers are in and we have had the opportunity to plug the best option into the capital improvement plan.

UMMPA Update: Wagner noted that the Heinemann and Price reviewed bills and they stated that the utility should be paying the bills that have been sent.

2013 Budget: Many areas were questioned in the budget presented, such as replacements meters, water tower repair, a revenue from camper fees for the upgraded sewer system, manholes and lining, pole testing, tree trimming and line improvements. It was noted by O'Connor that he felt the revenues were too understated, noting that the revenue should be similar to last year. O'Connor asked staff to work on the budget with the suggestions discussed.

Rate Study Review: O'Connor noted that we needed to have a strong budget and the capital improvement plan updated prior to making any rate adjustments. He noted that we should review this again once these items are handled.

Capital Improvement Plan Review: It was noted that we will be working on updating this plan in the next few months.

Next Meeting: Meeting times were discussed. It was decided to meet the 3rd Monday of the month at 10:30am, and to move the meeting to the 4th Monday in the case of a holiday landing on the 3rd Monday.

Miscellaneous: Employee raises were discussed. Vickerman noted that the Council approved 2% for City employees. Peterson noted that everything is going up and it would be nice to look at a higher increase next year. Evenson made a motion to approve 2% increases for 2013, second O'Connor, motion carried. O'Connor commended the staff for their hard work. Vickerman also asked if the Payroll for December 31st could be processed on the 28th to be sure everything gets in prior to the end of the year. O'Connor made a motion to process the 31st payroll on the 28th due to timing, second Evenson, motion carried.

ADJOURN:

The meeting stood adjourned with a motion by O'Connor, second by Schuck, motion carried.

Respectively submitted,

Bobbie Vickerman
City Administrator/Clerk